

**STILLWATER COUNTY  
COMMISSIONER MINUTES**

<p><b>Notice:</b> These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).</p>
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**REGULAR MEETING  
January 12, 2021**

<b>PRESENT</b>	Commissioner Mark Crago, Chair, Commissioners Tyrel Hamilton and Steve Riveland, members, Shannon Fisher, Admin Assistant.  Others Present: Kevin Ray, Road & Bridge; Bill Pronovost, DES; Jerry Friend, Treasurer; Randy Smith, SCSO; Chip Kem, SCSO; Emily Schabacher, Stillwater County News.
<b>PLEDGE</b>	Commissioner Crago opened the meeting with the Pledge of Allegiance.
<b>MINUTES</b>	None Presented
<b>ANNOUNCEMENTS</b>	Commissioner Crago announced that the Beartooth Front public hearing has been postponed. COVID has limited public hearing capacities and the Stillwater Pavilion internet speed capabilities cannot accommodate what is needed for the ZOOM meetings. The County is currently searching for other venues that can accommodate the COVID space needs and technological requirements for the Public Hearing. Commissioner Crago also announced upcoming vacancies for the following boards: City-County Planning Board, County Planning Board, Weed Board and the Tax Appeal Board and in April the Board of Health will have four vacancies.
<b>CONSENT AGENDA</b>	<u><b>Commission</b></u> A) Engineering West Engineering and Consultation Services Agreement
<b>FILE</b>	<u><b>Clerk &amp; Recorder</b></u> A) Report for the Month of December in the Amount of \$11,082.30  <u><b>Justice Court</b></u> A) Report for the Month of December in the Amount of \$12,150.50  <u><b>Treasurer</b></u> A) Auditor’s Adjustment for Fiscal Year ending June 30, 2020  Commissioner Hamilton <b>MOVED</b> to consent to the consent agenda and file the file items. Commissioner Riveland <b>SECONDED</b> . Discussion – Commissioner Crago explained that the Engineer West agreement is for exploring the potential for an onsite sewer system for the new fairgrounds location. The fees for the initial work are \$8,280.00 and if there is a suitable spot the fees will be \$19,000.00 for design and inspection work. <u>Motion passed unanimously.</u>
<b>REGULAR BUSINESS</b>	<u><b>Finance</b></u> A) USHA Form 300A - Commissioner Hamilton <b>MOVED</b> to accept and post the OHSA Form 300A. Commissioner Riveland <b>SECONDED</b> . Discussion – Commissioner Hamilton explained that this is a summary of work-related injuries and illnesses that needs to be posted. <u>Motion passed unanimously</u>  <u><b>Economic Development</b></u> A) Small Business COVID-19 Relief Grant. Commissioner Hamilton <b>MOVED</b> to approve the small business COVID-19 relief grant. Commissioner Riveland <b>SECONDED</b> .

Discussion – Commissioner Hamilton explained that the preliminary amount set by the Commission is \$220,000.00. There is the possibility that the amount may increase dependent on the number of grant applications received. Economic Development has grant application available and business outreach will be conducted regarding the grant. The maximum grant award will be \$5000.00 per business. Stephanie Ray explained that the business outreach will consist of social media postings, Chamber of Commerce emails, direct phone tree calls. This will also be done in conjunction with the Chamber small business grant committee. There will be a subgroup of chamber members that will be participating in additional public outreach. Flyers will be posted at all public offices and businesses will be posting flyers as well. Social media postings and emails will begin later today. Commissioner Crago called for a vote for the motion for the small business relief grant. Motion passed unanimously. Commissioner Riveland **MOVED** to approve the amount of \$220,000.00 initially for the COVID-19 small business relief grant. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago stated that the Commission had a work session with some of the small businesses in the area. Some of those businesses expressed the need for this money. The Commission feels that this is a good use of the Economic Development funds to help the local small businesses. These businesses suggested an amount lower than \$220,000.00, however, \$220,000.00 offers more grant opportunities for more businesses in the area. Commissioner Riveland noted that this will be in conjunction with the Beartooth RC&D. Motion passed unanimously.

### **DES**

A) Notice of Invitation to Bid for the purchase of a Mobile Emergency Operations Center Trailer. Commissioner Hamilton **MOVED** to approve the notice of invitation of bid for the purchase of a mobile emergency operations center. Commissioner Riveland **SECONDED**. Discussion – Bill Pronovost explained that a grant was received for approximately \$170,000.00 to put a bid out for a mobile emergency operations center. The center will be a minimum of 35 feet. The bids must be received by Joe Morse no later than 4:00 p.m. on February 18, 2021. Bids will be opened at 9:00 a.m. at the February 23, 2021 agenda meeting. One item has been changed from the copy the County Attorney provided. The cold weather package was for the generator and not the entire trailer. This was changed on the bid sheet as well as the eight things that were previously discussed. Commissioner Hamilton asked if this is a one hundred percent grant with no match on behalf of the county. Bill replied that was correct to his knowledge. explained that Rawhide Engineering will bore specific locations where there will be buildings and parking lots to obtain soil samples for readings to determine future building specifications in regard to these findings. Bill explained that the trailer will be used for emergency related situations, primarily wildfires for an on the scene incident command area for operations. The trailer will house radios and satellite communications and will basically be a dispatch center on the scene. Commissioner Crago added that this will replace the existing trailer that is restricted in its uses due to its age. Motion passed unanimously.

### **Absarokee Sewer**

A) Loan disbursement report for the amount of \$599,650.00. Commissioner Hamilton **MOVED** to approve the loan disbursement for the amount of \$599,650.00. Commissioner Riveland **SECONDED**. Discussion – Commissioner Crago stated that the disbursements are coming in more frequently than anticipated due to the favorable weather. KLE construction has been able accomplish more construction on the lagoon. The project may be done ahead of schedule. Motion passed unanimously.

**PUBLIC COMMENTS ON COUNTY BUSINESS – None heard.**

**With no further comments hear the meeting was adjourned at 9:11 a.m.**

APPROVED BY: /s/ Mark Crago, Commissioner Chairman  
ATTEST: Heidi L. Stadel, Clerk and Recorder